



CHANGING YOUR HOME SCHOOL OR DEGREE PLAN

Students should adjust to their GoArmyEd (GAE) account as soon as possible (recommend starting the change process of at least 60 days prior to the start of the term).

Making Adjustments

- Login to the GAE (<https://www.goarmyed.com>).
- Click on the “Change Degree/School” Smart Link.
- The VIA Decision Tool video will appear in a new window.
- View the Video.
- The Pre-VIA Career Trajectory will appear.
- Click the next button.
- Complete all VIA steps.
- Click “Submit”.
- VA MUST be approved before you can request TA.

AFTER GoArmyEd Account is Approved

- Log back into GAE.
- Click on the “Request TA” smart link.
- VIA Decision Tool will launch.
- Complete the VIA Decision Tool (REQUIRED).
- VIA MUST BE APPROVED BEFORE YOU CAN REQUEST FTA.

After VIA is Approved

- Log back into GAE.
- Click on the “Request TA” smart link to begin the process of requesting TA.